

In a Hurry? Try These Hints To Review your 2008 Data for the CRT and CRT-Alternate

➤ To Determine the Number of Students to be included in AYP calculations:

- Select **Reporting** from the horizontal menu bar at the top of the page.



- Choose year, MontCAS CRT, and Grade

Year: 2007-2008

Administration: MontCAS CRT

System :

School:

Grade: Grade 05

Subject: Please Select A Subject

- Check **Summary** (s)

- ☒ Mathematics School Summary
- ☒ Reading School Summary

- **Download** Summary (s)

Download

- **Open** file (s)

Name	Type
MT Su Sch MAT ...	Adobe Acro...
MT Su Sch REA ...	Adobe Acro...

- Go to **Page 2, Section III** for each content area

Reporting Category	Number
All Students	68

- Find the number of **all students** for the content area and note it to use later. The **all students** are your students who were in school the entire year and who are not excluded from the calculation of test results for AYP. **NOTE:** Examples of students excluded from calculation of test results are foreign exchange students or home schooled students who took the CRT or CRT-Alternate at your school.

- Return to the **Home** page (it has the picture of the mountains on it.)
- Select **Interactive** Feature from the horizontal menu bar at the top of the page

[Home](#) [Interactive](#) [Reporting](#) [Account Management](#)

- Choose **Roster**
- Choose year, CRT, Grade, and Subject

Year: 2007-2008	System : 	Grade: Grade 06
Administration: MontCAS CRT	School: 	Subject: Mathematics

- Scroll down to find the total number of students listed in bold print



Total number of students: 74

	View Item		
	ReleasedItem	<u>1</u>	<u>2</u>
	Standard	2	2

IMPORTANT: The total number of students in the **Roster Report** includes all students in your school who took the CRT or CRT-Alternate. In this example, with the **Summary Report** number of 68 and the **Roster Report** number of 74, six (6) students on the **Roster Report** were excluded from AYP calculations. Your school records should indicate who these students are.

➤ **NEXT To Check Demographic Information for the CRT and CRT-Alternate**

- Select the **Export in Excel Format** above the total number of students.

Roster	
Custom PDF Title <small>(Enter a custom report title up to 40 characters for PDF output.)</small> View File Layout	 Export in PDF Format  Export in Excel Format

- **Open** the file (you may want to **Save as** to your hard drive especially if you have a large number of students.
- **In row one** (the column header row), scroll to the far right of the Excel file past the item headers to the Gender header. The columns letters will vary by grade and content selected.

AB	AC	AD	AE	AF	AG	AH
Gender	Ethnic	IEP	LEP	EconDis	Migrant	Plan504
M	05	0	0	1	0	0
M	05	0	0	0	0	0
F	05	0	0	0	0	0
F	05	0	0	1	0	0
M	05	0	0	1	0	0

After the Gender, you will see Ethnicity, IEP LEP, EconDis, Migrant, Plan504.

Each will have a number code for each student.

1= yes,
0= no

Key for the ethnicity column:

1= American Indian or Alaska Native
2= Asian
3= Hispanic or Latino
4= Black or African American
5= White or Non-Hispanic
6= Native Hawaiian or Other Pacific Islander

Once you have completed your reviews, if you have any questions, please call:

- ✚ Gayle Allen, Administrative Specialist, gallen2@mt.gov, 406-444-3511
- ✚ Karen Richem, Assessment Specialist, krichem@mt.gov, 406-444-0748
- ✚ Judy Snow, State Assessment Director, jsnow@mt.gov, 406-444-3656

Thank you and have a great summer.

